

Adopted: November 10, 2003

Town of Concord

APP #53

Pay for Employees Activated for Military Duty

The Board of Selectmen appreciate and respect our employees who protect and defend the Town of Concord's citizens when called to active duty in the United States Military. Therefore, effective July 1, 2002, it is the Town of Concord's policy to make payments to all regular-status employees to reduce any loss of wages that the employee may experience when called to active duty.

In order to receive payment from the Town while on military leave, an employee must first furnish the Personnel Department with complete and satisfactory evidence of the military pay received each month. If the gross total of all military earnings, excluding "Imminent Danger Pay", in any month is less than the regular compensation that the employee would have received had he/she been actively at work during that period, then the Town will pay the employee the difference in those amounts. Such payment by the Town may not exceed \$1,000 in any given month. Payments will be made for a period of up to twelve (12) months of active military service.

For the purposes of this policy, "regular compensation" shall mean the rate of pay used for payroll purposes, as documented on the Town's "Change of Status Form". Overtime pay, uniform allowances, and other non-regular payments will not be taken into consideration when calculating the payment for employees on active military duty under this policy.